

Timing Out Questionnaire

Stage One CalWORKs Child Care

SUBMIT THIS REPORT FORM VIA EMAIL

(See <http://www.cdss.ca.gov/dssdb/>)

OR SEND ONE COPY TO:

California Department of Social Services

Data Systems and Survey Design Bureau, M.S. 9-081

P.O. Box 944243

Sacramento, CA 94244-2430

FAX: (916) 657-2074

COUNTY NAME	REPORT PERIOD July 2004 through December 2006
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Stage One December 2004 Caseload	Children		Families	
	One-Parent Families	Two-Parent Families	One-Parent Families	Two-Parent Families
TOTAL	1	2	3	4

Report Month	Children		Families	
	One-Parent Families	Two-Parent Families	One-Parent Families	Two-Parent Families
Jul-04	5	6	7	8
Aug-04	9	10	11	12
Sep-04	13	14	15	16
Oct-04	17	18	19	20
Nov-04	21	22	23	24
Dec-04	25	26	27	28
Jan-05	29	30	31	32
Feb-05	33	34	35	36
Mar-05	37	38	39	40
Apr-05	41	42	43	44
May-05	45	46	47	48
Jun-05	49	50	51	52
Jul-05	53	54	55	56
Aug-05	57	58	59	60
Sep-05	61	62	63	64
Oct-05	65	66	67	68
Nov-05	69	70	71	72
Dec-05	73	74	75	76
Jan-06	77	78	79	80
Feb-06	81	82	83	84
Mar-06	85	86	87	88
Apr-06	89	90	91	92
May-06	93	94	95	96
Jun-06	97	98	99	100
Jul-06	101	102	103	104
Aug-06	105	106	107	108
Sep-06	109	110	111	112
Oct-06	113	114	115	116
Nov-06	117	118	119	120
Dec-06	121	122	123	124

COMMENTS

CONTACT PERSON (Print)	EMAIL	DATE COMPLETED
TITLE/CLASSIFICATION	TELEPHONE	FAX

**TIMING OUT QUESTIONNAIRE
STAGE ONE CalWORKs CHILD CARE
CW 2197 (1/05)**

INSTRUCTIONS

CONTENT

The CW 2197 report contains statistical information about children and families currently receiving CalWORKs Stage One Child Care who have “timed out” or will “time out” (reach the end of their 24 months of child care after leaving cash aid) during each of the months indicated.

Copies of the report form and instructions can be viewed or printed from the California Department of Social Services (CDSS), Research and Data Reports (RADR) website at <http://www.cdss.ca.gov/research/>.

PURPOSE

This data is collected to estimate the funding necessary to serve former CalWORKs recipients in Stage Three child care after they have exhausted their 24 months of Stage One child care.

COMPLETION AND SUBMISSION

The County Welfare Department (CWD) is responsible for ensuring that this semi-annual report is fully and accurately completed. If portions of the report are completed by more than one entity within the CWD and/or outside agencies, the contact person responsible for submitting the report to the state shall review the report for completeness and accuracy prior to submittal. Please submit only one report per county. Reports are to be received on or before Friday, February 11, 2005.

Email submission. Download an Excel version of the report form from <http://www.cdss.ca.gov/dssdb/> to your PC desktop, complete the downloaded report form and email to the CDSS, Data Systems and Survey Design Bureau (DSSDB). This email submission process contains automatic computation of some cells and easy email transmission of completed report forms to DSSDB; the website contains specific instructions and guidance.

Hard copy submission. Enclosed are printed copies of the form and instructions. If email submission is not possible, complete a paper copy of the report form and fax or mail to:

California Department of Social Services
Data Systems and Survey Design Bureau, M.S. 9-081
P.O. Box 944243
Sacramento, CA 94244-2430

FAX: (916) 657-2074

If you have questions regarding this report, contact Data Systems and Survey Design Bureau (DSSDB) at (916) 651-8269.

GENERAL INSTRUCTIONS

Enter the county name in the drop down box provided near the top of the form.

Enter the data required for each item. If there is nothing to report for an item, enter “0”. **Do not leave any items blank.**

Enter in the boxes at the end of the form the name, job title or classification, email address, telephone and fax number of the person to contact if there are questions about the report. This person may or may not be the person who completed the report. Enter the date the report was completed.

GENERAL INSTRUCTIONS CONTINUED

- This report only collects the number of enrolled Stage One children and families no longer on CalWORKs cash aid that have or will exhaust their 24 months of eligibility. The 24-month “timing out” period does not involve the number of payments made per family and child.
- When a Stage One family and its child(ren) are no longer on CalWORKs cash aid, the 24-month time limit begins on the first day of the month immediately following the month the adult is no longer receiving CalWORKs cash aid. The data reported in each data cell is considered the 24th month when the families and children have “timed out” or will “time out” of Stage One child care.
- ACTUAL “timed out” counts are the first six months indicated on the report and are only the children and families who have actually “timed out” of Stage One child care.
- PROJECTED “timed out” counts are the last 24 months of the report and are the children and families taken from the indicated Stage One child care Caseload Total who are off CalWORKs cash aid and have been projected to “time out” within the indicated 24-month time period.
- If NO Stage One children or families have “timed out” or will “time-out” during an indicated month, enter zero where appropriate. NOTE: If the county reports all zeros on the CW 2197, the county should provide a footnote in the Comments section that confirms the county has no Stage One children and families off cash aid.
- DO NOT report Stage One children and families who are off CalWORKs cash aid and that have transferred to Stage Two child care before “timing out”.
- The data reported on the CW 2197 is not identical to the Child Care Monthly Reports (CW 115/A).
- If necessary, use the Comments section to explain your estimates.
- Please include Stage One children and families no longer on CalWORKs cash aid on December 31, 2004, regardless of the reason they remain in Stage One.

ITEM INSTRUCTIONS

Stage One December 2004 Caseload/TOTAL: Enter the ACTUAL number of children and families no longer receiving CalWORKs cash aid, currently receiving CalWORKs Stage One Child Care on December 31, 2004, who will be “timing out” from January 2005 - December 2006. [Cells 1 – 4]

July 2004 – December 2004: Enter the ACTUAL number of children and families no longer receiving CalWORKs cash aid that did “time out” of the Stage One child care caseload during the indicated month. [Cells 5 – 28]

January 2005 – December 2006: Enter the PROJECTED number of children and families no longer receiving CalWORKs cash aid that were in Stage One child care on December 31, 2004 [see Cells 1 – 4], that will “time out” during the indicated month. Base this projection on a count of months. DO NOT modify projections for expected attrition. [Cells 29 – 124]

COMMENTS

Use the Comments section to:

- Explain any major fluctuations in data.
- Explain any adjustment entries.
- Provide information as directed in the report instructions.
- Provide any other comments the county determines necessary.